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EDUCATIONAL POLICIES COMMITTEE MINUTES

3 October 2019

A meeting of the Educational Policies Committee was held on 3 October 2019 at 3:00 pm in Old Main 136 (Champ Hall Conference Room)

Present: Frank Galey, Chair, Provost's Office
Nicholas Morrison, Caine College of the Arts and Curriculum Subcommittee Chair
Timothy Taylor, College of Engineering
Cathy Bullock, College of Humanities and Social Sciences
Karen Mock, S.J. & Jessie E. Quinney College of Natural Resources
Dan Coster, College of Science
Shana Geffeney, Statewide Campuses
Michelle Fleck, USU Eastern
Geneva Harline, Graduate Council
Jared Fry, Graduate Studies Senator
Michele Hillard, Secretary
Chenese Boyle, Academic and Instructional Services
David Hole, College of Agriculture and Applied Sciences
Lee Rickords, General Education Subcommittee Chair
Robert Heaton, University Libraries
Robyn Peterson, Catalog Editor

Absent: Sterling Bone, Jon M. Huntsman School of Business
Christa Haring-Biel, Emma Eccles Jones College of Education and Human Services
Renee Galliher, Academic Standards Chair
Adam Gleed, Registrar's Office
Dexton Lake, USUSA Executive Vice President
Sami Ahmed, President USUSA

Guests:

I. *Approval of 5 September 2019 Minutes*

Motion to approve 3 September 2019 Minutes made by Dan Coster. Seconded by Lee Rickords. Minutes approved as distributed.

II. *Subcommittee Reports*

a. *Curriculum Subcommittee (Nicholas Morrison)*

Motion to approve the Curriculum Subcommittee report made by Dan Coster.

Seconded by Timothy Taylor. Report approved.

Course Approvals - 167

Program Proposals

Request from the Department of Nursing and Health Professions in the Emma Eccles Jones College of Education and Human Services to [change the department name from Nursing and Health Professions to Nursing](#).

Request from the Department of Special Education and Rehabilitation in the Emma Eccles Jones College of Education and Human Services to offer a [Disability Studies Minor](#).

b. Academic Standards Subcommittee (Renee Galliher)

Minutes – No meeting. First meeting scheduled for next week.

c. General Education Subcommittee (Lee Rickords)

Minutes – No meeting. USHE has annual “What is an Educated Person” Conference taskforce meetings coming up first weekend of November.

III. Other Business

October 22 will be hosting department head workshop on freeware tool that looks at curriculum complexity. Registrar’s office has loaded at least one bachelor’s degree program from each department. Fosters communication on learning outcomes. Contact Mitch Colver and he can help get accounts set up.

Adjourn: 3:09 pm

EDUCATIONAL POLICIES COMMITTEE MINUTES

5 September 2019

A meeting of the Educational Policies Committee was held on 5 September 2019 at 3:00 pm in Old Main 136 (Champ Hall Conference Room)

Present: Frank Galey, Chair, Provost's Office
Nicholas Morrison, Caine College of the Arts and Curriculum Subcommittee Chair
Sterling Bone, Jon M. Huntsman School of Business
Christa Haring Biel, Emma Eccles Jones College of Education and Human Services
Timothy Taylor, College of Engineering
Cathy Bullock, College of Humanities and Social Sciences
Karen Mock, S.J. & Jessie E. Quinney College of Natural Resources
Dan Coster, College of Science
Renee Galliher, Academic Standards Chair
Shana Geffeney, Statewide Campuses
Michelle Fleck, USU Eastern
Geneva Harline, Graduate Council
Jared Fry, Graduate Studies Senator
Fran Hopkin for Adam Gleed, Registrar's Office
Michele Hillard, Secretary
Chenese Boyle, Academic and Instructional Services

Absent: David Hole, College of Agriculture and Applied Sciences
Lee Rickords, General Education Subcommittee Chair
Robert Heaton, University Libraries
Robyn Peterson, Catalog Editor
Dexton Lake, USUSA Executive Vice President
Sami Ahmed, President USUSA

Guests: Toni Gibbons, Registrar's Office

I. *Approval of 4 April 2019 Minutes*

*Motion to approve the minutes of the 4 April 2019 meeting made by Nick Morrison.
Seconded by Karen Mock. Minutes approved as distributed.*

II. *Subcommittee Reports*

a. *Curriculum Subcommittee (Nicholas Morrison)*

*Motion to approve the Curriculum Subcommittee report made by Sterling Bone.
Seconded by Jared Fry. Report approved.*

Course Approvals - 29

Program Proposals

Request from the Department of Engineering Education in the College of Engineering to [discontinue the Engineering Education Certificate](#).

Request from the College of Humanities and Social Sciences to offer a [Graduate Certificate in Anticipatory Intelligence](#).

Request from the Department of Languages, Philosophy and Communication Studies to offer a [Minor in Arabic Studies](#).

b. Academic Standards Subcommittee (Renee Galliher)

Minutes – No meeting (no report)

Establish and finalize membership for the Academic Standards Subcommittee. Need one more faculty representative. Sterling Bone volunteered and will serve for the next two years.

c. General Education Subcommittee (Lee Rickords)

Minutes – No meeting (no report)

III. Other Business

Research/Scholarship/Creative Inquiry Intensive Designation for Courses at USU

(Harrison Kleiner/Alexa Sand)

Motion to approve the General Education wording change made by Dan Coster.

Seconded by Geneva Harline. Wording change approved.

Research-Scholarship - First issue is to allow student to batch research experiences since we already do that for university service learning. USU has a long history of undergraduate research but does not have any way to designate these courses. Marketing of this designation would be helpful in reporting and grant seeking. Pulling together a taskforce that will work with the stakeholders and develop the designation criteria. This group would function somewhat like the General Education designation courses. Faculty would submit courses that would then go through a committee approval. This is not a certificate but is a designation. It was recommended that a member from Honors be included on the task force. Also need to make sure that the transcript does not become out of control and make problems for the Registrar's Office. Fran Hopkin and Harrison Kleiner will pull together the taskforce who will coordinate with Associate Deans when looking for recommendations of committee members.

Had a special meeting during the summer to get this issued discussed in time for the September EPC meeting.

Existing language (with a suggested edit removing "or USU 13XX"):

Proposals for these courses will be evaluated according to the above criteria as well as the following rubric. The proposal memo should explain in detail—with reference to the syllabus—how the instructor intends to satisfy these criteria and achieve these outcomes. A **DXX** course will set a higher bar for achieving proficiency than a **BXX** course. In addition, to meet these goals, smaller courses may emphasize oral communication and information literacy skills more than larger courses.

Suggested addition:

A general education designation requires that instructors assess student learning in their courses and fully participate in the General Education Assessment Plan. That plan requires that instructors associate two assignments in Canvas, one early in the term and one late in the term, with the criterion that the relevant area sub-committee selected from the rubric. The relevant area sub-committees will use the assessment data to ensure that students in general education courses are achieving the expected outcomes.

Designating courses as research – see curriculum minutes. Make sure that research designation does not scare students. This will not interfere with the undergraduate research that is now taking place. Honors does have co-curricular courses and that would be an interesting model to ask about. Discussions about gateway to graduate programs with a research focus.

Adjourn: 3:35 pm